

**Mid-Michigan Regional Mental Health Court (MMRMHC)**  
**Gratiot, Clinton, Ionia and Montcalm Counties**

**Compliance Officer Job Description (Part time Position)**

The MMRMHC compliance officer duties include, but are not limited to the following:

1. Assist with monitoring Mental Health Court participant's compliance.
2. Drug testing participants on a regular basis.
3. Community supervision.
4. Accompany law enforcement officials on compliance checks.
5. Prepare program documents for bi-weekly meetings and general clerical work
6. Attend bi-weekly Mental Health Court meetings if required by coordinator.
7. Travel within all four counties.

Education: Minimum of high school education. Experience in case management, criminal justice, or substance abuse treatment is preferred. To apply send a resume to [mentalhealthcourt@gratiotmi.com](mailto:mentalhealthcourt@gratiotmi.com).  
Application deadline July 8, 2016.